

CODE OF CONDUCT **FOR** **GIBSIDE COMMUNITY FARM**

Definitions

Director is a director of GCF.

GCF is Gibside Community Farm Community Interest Company (08787415).

Member is a member of GCF.

Introduction

GCF is a voluntary organisation and none of its members are employees. This means there are no employment contracts which in the normal course would set out standards of behaviour.

GCF is committed to an environment which ensures that all members of GCF and all people who have contact with us are treated with dignity and respect.

The purpose of this Code of Conduct is to support the commitment to dignity and respect by setting out the standards of behaviour which are expected from members.

The Code

Members should maintain the highest standards of behaviour by :

- Following the policies of GCF ;
- Acting honestly, responsibly and with integrity ;
- Treating others with fairness, equality, dignity and respect ;
- Acting in a way that is consistent with the purpose and values of GCF ;
- Observing all procedures and directions given with regard to health and safety and food safety ;
- Reporting any concerns about health and safety issues and food safety issues to the directors ;
- Communicating respectfully and honestly at all times and in accordance with any protocols adopted by GCF ;
- Declaring any conflicts of interest to the directors ;
- Keeping confidential the business and affairs of GCF and its members ;

- Exercising caution and care with any documents, material and devices containing confidential information about GCF, the members or those who deal with GCF ;
- Seeking authorisation before communicating externally on behalf of GCF.

Members are expected not to do anything which would :

- Bring GCF into disrepute through any act or behaviour including the use of social media
- Seek or accept any gifts, rewards, benefits or hospitality in the course of membership ;
- Be in breach of the Bullying and Harassment Policy

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